# TEMPLATE – I (A)

(Basic information to be submitted by Implementing Agency to State/ Divisional Office of KVIC while submission of proposal for SFURTI cluster)

|  |  |  |
| --- | --- | --- |
| 1. | Cluster Category |  Regular Major  |

|  |  |  |
| --- | --- | --- |
| 2. | Name of Cluster |  |
| 3. | Location of the Cluster | State ...................District BlockVillages ........................................................................ |
| 4. | Industry |  Khadi Village Industry (Specify) |
| 5. | Current Product Portfolio |  |

|  |  |  |
| --- | --- | --- |
| 6. | Name of Implementing Agency (IA) |  |

|  |  |  |
| --- | --- | --- |
| 7. | Project objectives |  |
| 8. | Key Gaps Identified |  |
| 9. | Area to be covered by the cluster1. No. of villages to be covered
2. Name of the villages & artisans available
 |  |
| Sr. | Village Name | Artisans available |
| SC | ST | OBC | Minority | Others | **Total** | Male | Female |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
|  | **Total** |  |  |  |  |  |  |  |  |

## iii. (Enclose details in an Annexure in tabular Form):

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sr.No. | Name of the Artisan | Contact no. | Adhar Card/ Election ID No. | Skills | Details of Bank A/c. | Livelihood Levels | Existing Employment(No. of working hours/No. ofdays in a month) | Average Income of Artisan (p.m.) |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| 10. | **Details of Artisans in respect of following documents**1. Bank Passbook
2. Identity card
3. Health Insurance
4. Janshree Bima Yojana
5. Pension coverage
6. Educational benefits availed for children under JBCRY
 | Yes NoYes NoYes NoYes NoYes NoYes No |
| 11. | Whether the cluster is existent/ functional or new one? give details: Present Activities of the cluster1. **(In case of Khadi Institution)**

Spinning activities :Weaving activities :Processing activities :Products etc. :1. **(In case of activities under V.I. Institution)**

Processing activities :Products etc. : |  |
| 12. | Name of other associated institutions who are willing to take partin the cluster; (applicable to only Khadi Clusters) |  |
|  |
| Sr.No. | Name & address of theassociated IA | Affiliated toKVIC/KVIB | Contact no. | e-mail ID |
| 1 |  | Yes/No |  |  |
| 2 |  | Yes/No |  |  |
| 3 |  | Yes/No |  |  |

**(All the associate institutions should submit information as per Template I (B))**

|  |  |  |
| --- | --- | --- |
| 13. | ProposedInterventions |  |
|  |  | a) Hard Interventions (New) |
|  | Hard Interventions | Infrastructure Facility | ConstructedArea/ CFC to be constructed | Machinery/Equipments | Cost(Rs.) |
| CFC/RMB/Marketing infrastructure |  |  |  |
| b) Replacement/ upgradation of Charkhas/looms/tools |
| Replacement/ upgradation of Charkhas/looms/tools | No. ofbeneficiaries | Unit cost(Rs.) | Total cost (Rs.) |
| C) Any other  |  |  |  |
|  | Soft Interventions | Interventions | Proposed activities | No. ofBeneficiaries to be imparted training/involved | Cost (Rs.) |
| a) Skill training |  |  |  |
| b) Capacity Building |  |  |  |
| c) Market Promotion |  |  |  |
| d) Others  |  |  |  |
| 14. | Total Project cost (Rs.) |  |
| 15. | Detailed Project cost (Rs.) (Core SFURTI) |  |
| 16. | Source of Funds / Means of Finance (Rs.) |  |
| 17. | Phasing of the Project |  |
| 18. | Project Implementation Framework/ Proposed SPV Structure | * Whether the I.A .is considered to be the SPV.........

................... (give details) (only for KIs of KVIC)* Whether an SPV is being separately registered If yes, give details along with proposed SPV structure:
 |
| 19. | **Mobilisation of Working Capital**20% of hard interventions cost will be utilized towards working capital corpus as per the guideline. Provide the projection of Working Capital based on related activities on annual basis. |  |
| 20. | Details of the existing Cluster and the infrastructure |  |
|  | facilities available with I.A. |  |
|  | A. Existing infrastructure available with the I.A. |  |
|  | i. Land Area | ………… (sq. ft.) |
|  | ii. Built up area | ………… (sq. ft.) |
|  | iii. Machineries …………………….…………………… | ............. |
|  | iv. Tools available with the artisans namely | ............. |
|  | v. Charkhas……….… | NMC...... |
|  |  | Traditional ...... |
|  | vi. Looms ……… | Improved........ |
|  |  | Traditional ...... |
|  | vii. Others ………………………………………. | ................ |
|  | B. Source of raw materials within the cluster area |  |
| Sr.No. | Particular of the rawmaterials | Source institution/Artisans/ Local | Annual Quantity(approx) | Cost(Rs.) |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |
| 21. | Indicate the “Product” to be manufactured under the cluster and projection of Salevalue and margin etc. |
| Sr.No. | Name of the Product to beproduced | Quantity | Overall ProductionCost (Rs.) | Proposed Sales Value | Margin /Profit on monthly basis |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 22. | Projection of Artisan wages over the duration of the cluster: |  |
| 23. | a.) Availability of Forward Backward Linkages (with assured target)b) Plan / initiatives / schemes for convergence  c. ) Enhanced Project cost and means of finance |  |
| 24. | Key Impacts |  |
| 25 | **Resolution of Implementing Agency:**(Enclose specific resolution approving the functions of the cluster along with all the target proposed as brought out in the proposal under Template-I (A) and I (B)) |  |

## Treasurer(I.A.) Secretary(I.A.) Chairman(I.A.)

**Supporting documents as under should be enclosed:**

1. Balance Sheet and Statement of Accounts for the last 3 years
2. Registration Certificate of the Institution & its validity.
3. Details of land records owned by I. A. and Building construction if any
4. Details of SPV registration, if registered

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**TEMPLATE – I (B)**

**Profile of the Implementing Agency (I.A.)**

|  |  |
| --- | --- |
| **I** | **Institutional Structure/Registration Details** |
| 1 | Legal Status | * Central/State Governments Institution
* Society (Under Societies Registration Act,1860)
* Co-operative Society (Under appropriate Status)
* Registered as Trust
* Proprietary firm/partnership
* Registered Under Companies Act,2013
	+ Private Limited Company
	+ Public Limited Company
	+ Company under Section8
	+ Producer Company under Section465 (1)
	+ Other(Specify)
 |
| 2 | Date of Incorporation/ Registration | Attach Certificate of Incorporation. |
| 3 | Registered Address |  |
| 4 | Office Address/Locations |  |
| 5 | Affiliated to KVIC | Yes/NoIf yes, provide Certificate No. Validity of Certificate  |
|  |  |  |

|  |  |
| --- | --- |
| **II** | **Governance Structure** |
| 6 | Composition of the | Sr.  | Name of | Designati | Background/ | Contact | Email |
|  | Executive Board/ |  No. | Member | on | Profile | Number |  |
|  | Trustees/Governing |  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | Body/Managing |
|  | Committee and |
|  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Background of Members |  |  |  |  |  |  |
|  |  |  |  |  |  |
| Not Available |
| 7 | In case, IA is registered underCompanies Act, provide share holding pattern | Sr. No. | Name ofMember | Background/ Profile | Shareholding (%) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Not Available |
| **III** | **Operational Profile** |  |
| 8 | Major Objectives-Vision, Mission,Goal of the Organization |  |
| 9 | What are focus areas of operational | 1.2.3. |
| 10 | Provide key projects/activities being undertaken by the IA-Brief description including the project scope, size and duration(mention specific experience in the area/sector of the proposedproject) |  |
| 11 | Mention key clients/donors associated with for project implementation along with detailson the nature of association |  |
| 12 | Mention key partnerships/alliances(if any) |  |
| **IV** | **Management Profile** |  |
| 13 | Background of key Personal (Professionals and others) with brief profile of the senior managementpersonnel) |  |

|  |  |
| --- | --- |
| **V** | **Financial Position** |
| 14 | Key financials of the Organization (Provide copy of the audited financial statements for last 3years) | Fixed Assets |  |
| Current Assets |  |
| Current Liabilities |  |
| Revenue trend forlast 3 years |  |
| Profit/Loss for thelast 3 years |  |
| ISEC availed in caseof KVIC/KVIB Inst. | Yes No |
| Amount of ISECavailed during last three years |  |
| Any other |  |
| **VI** | **Bank Account Details** |  |
| 15 | Name of Bank |  |
| 16 | Branch Name |  |
| 17 | Bank Account Number |  |
|  18 | IFSC code |  |

|  |  |  |
| --- | --- | --- |
| **VII** | **Contact Details** |  |
| 19 | Name of Contact Person |  |
| 20 | Designation of Contact Person |  |
| 21 | Correspondence Address |  |
| 22 | Contact Number |  |
| 23 | E-mail Address |  |
|  | 1. PAN/TAN2.GST Number3. DARPAN No. 4.UdyogAadhaar/ MSME Regn. No. |  |

## Treasurer (I.A.) Secretary(I.A.) Chairman(I.A.)